



**Special Board of Trustees Meeting
President's Boardroom
July 6, 2017**

Members present: Doug Cox, Ray Noel, Leo Baltz, Ruth Ann Ellis, Carolyn Collins, and David Coker. Member absent: Dr. Paul Baltz. Guests: Karen Liebhaber, Rhonda Stone, Martha Nelson and Dr. Sheila Taylor. Vickie French was present to record the minutes of the meeting.

APPROVAL OF MINUTES

Motion by Ruth Ann Ellis to approve the electronic meetings of April 21, 2017 and May 16, 2017 as presented with a second by Carolyn Collins. Unanimous.

PRESIDENT'S REPORT

Dr. Eric Turner introduced Dr. Sheila Taylor to members and guests. Dr. Taylor will serve as BRTC's Vice President for Academics. She brings significant experience as a chief academic officer, with specific expertise in outcomes assessment and accreditation processes. She has also served as a peer reviewer and site visit chair.

Facilities Update

Dr. Eric Turner stated the purpose of this special meeting was to provide an update on the flood recovery efforts with a tour of campus immediately after adjournment. Attending the meeting to address any questions was: Danny Barr, Senior Adjuster with Vericclaim, Inc., Robert Williams, Payton Smith and Steve Smith with Metro Disaster Services, and Ronnie Walker from BRTC.

The evacuation of the campus took place on May 1st. Metro was on campus May 4th for the initial building assessment with the crews beginning mitigation and recovery work on May 5th. Danny Barr and the entire team of insurance adjusters were on site May 9th.

Final exams were cancelled, Commencement rescheduled, the May board meeting was cancelled (pressing agenda items were handled via an electronic board meeting.) There was a two-week downtime – one week of water and one week of IT transitions from the Paragould campus to Pocahontas campus.

Intersession, Summer I and Summer II classes operated as normal with some initial classroom and temporary locations. The Paragould campus and Pocahontas School District hosted the first week of RN classes in May and we are grateful for their help.

All the buildings are dry; the industrial hygienist cleared the buildings for restoration with drywall replacement beginning the week of June 19th.

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August 10th is the target date for faculty offices to be ready to reoccupy and August 20th is the target for substantial completion. The millwork and cabinetry in the labs may not be here by August 20th, but this will not impede college operations. The office furniture timeline from the Department of Corrections is 4-6 weeks – this timeline will push the August 10th target for faculty offices.

Efforts underway to lessen downtimes:

1. Offsite housing/redundancy of IT servers to accommodate BRTC's website, Moodle (learning management system), and Finance.
2. Academic continuance. Dr. Taylor, as a part of the larger plan, has been tasked to develop an academic continuance plan should a cataclysmic event happen at any other time throughout the semester to ensure students are our first priority.
3. Flood mitigation plans – the drainage work in the past three years has been helpful – while the same number of buildings were affected, less water entered the buildings. Drainage work will continue.
4. Tactics for each building are being developed in order for us to mobilize and try to lower the number of wet buildings.

FINANCE

Promotional Items

Leo Baltz moved to authorize the line item transfer of cash appropriation and monies from operating expenses into a special appropriation line item to be used for the acquisition of promotional items not to exceed \$101,520 for the 2017-2018 Fiscal Year with a second by David Coker. Unanimous.

Budget Update

Rhonda Stone shared the outcome of the voluntary separation agreements stating 12 individuals took advantage of the opportunity. The total captured from these 12 was \$814,332.45; the cost of payout to the 12 is \$284,647.04, which will be paid in July; and with the plans for the vacated positions (some being replaced, some being absorbed, and using adjunct) the net capture equates to \$373,566.45.

EXECUTIVE SESSION

Carolyn Collins moved to adjourn into executive session with a second by Ray Noel. Unanimous.

Ruth Ann Ellis moved to resume regular session with a second by David Coker. Unanimous.

ELECTION OF OFFICERS

Carolyn Collins moved to elect Doug Cox as Chair, Ray Noel as Vice Chair, and David Coker as Secretary for the July 1, 2017 – June 30, 2019 term with a second by Leo Baltz. Unanimous.

ADJOURNMENT

Leo Baltz moved to adjourn at 2:10 p.m. with a second by Carolyn Collins. Unanimous.



David Coker, Secretary

July 19, 2017

Also attending the meeting:

Danny Barr, Vericlam, Inc.
Ramonda Housh
Daniel Parker
Ruth Schaa
Brandon Smith, Pocahontas Star Herald
Payton Smith, Metro Disaster Specialists
Steve Smith, Metro Disaster Specialists
Donna Statler
Ronnie Walker
Robert Williams, Metro Disaster Specialists